

TBA

Cheat Sheet

Purpose & Benefits: 461-135-0506

TBA freezes SNAP benefits for 5 months for clients whose TANF cash benefits end for an allowable reason.

Who must be in TBA: 461-135-0506

- SNAP cases whose TANF cash benefits end and are not excluded from being in TBA.
- TBA is a mandatory report system for these cases.

Who is excluded from TBA: 461-135-0506

- Groups that lose cash benefits due to moving out of state.
- Clients who fail to comply with reporting requirements.
- TANF cases being penalized for non-cooperation, or cases who receive notice of disqualification and voluntarily ended their cash benefits.
- SNAP filing groups with an ineligible member (IPV, QC, OFSET disqualification, fleeing felon, etc.). This does not include people ineligible due to alien status.

Certification Period: 461-115-0450

- If the case is due to recertify prior to the end of the TBA period, extend the certification period to match the TBA end date. Do not recertify.
- Households must recertify at the end of the TBA period, even if the certification end date is later.

Budgeting:

- Change the TANF grant to \$0 and leave the rest of the SNAP case as it was the month before TBA begins.

Reporting Requirements: 461-170-0011

- None.

Acting on Reported Changes: 461-170-0011

- Other than a reported change of address, only one change can be acted on. If someone leaves the TBA household and applies for SNAP elsewhere, send 10-day notice to remove them from the TBA case.
- If the client wants to add someone to the TBA case, they must reapply. If they would get more benefits using the new situation, end TBA and recertify. If not, deny the application and continue benefits to the end of TBA.

When does TBA end: 461-180-0081

- TBA ends after 5 months.
- End TBA early if the household reapplies for SNAP and would get more benefits using the new situation.
- Also end TBA early if the filing group benefit group reopens TANF cash.